

AN ORDINANCE AMENDING POLICY
8.1.A.12 OF THE CITY'S POLICY AND
PROCEDURE MANUAL.

NOW, THEREFORE, BE IT ORDAINED BY THE COMMON
COUNCIL OF THE CITY OF FORT WAYNE, INDIANA:

SECTION 1. Policy 8.1.A.12 of the City's
Policy and Procedure Manual is hereby amended to add 12.

e. as follows:

12. DEFINITIONS:

e. Prorated benefits shall be calculated on the basis of the average number of hours worked in a week as a percentage of forty (40) hours (see example).

An employee's supervisor will be responsible for determining the average number of hours an employee works each week. The average number of hours worked, will be re-evaluated every calendar quarter period. It is on this basis that prorated benefit calculations will be made.

* PERSONAL DAY, HOLIDAY, VACATION AND SICK LEAVE EXAMPLE:

- 20 hours worked per week/40 hour full-time work week = 50%
- An employee working twenty (20) hours will receive 50% of the benefit marked "prorated" of a full-time employee.

BENEFITS

FT PT T U

Life Insurance	Yes	No	No	Yes
Health Insurance	Yes	No	No	Yes
Personal Days	Yes	Prorated	No	No
Paid Holidays	Yes	Prorated	No	No
Paid Vacation	Yes	Prorated	No	No
Sick Leave	Yes	Prorated	No	No
Leave of Absence	Yes	Yes	No	Yes
Employee Assistance Program (EAP)	Yes	Yes	No	Yes
Worker's Comp	Yes	Yes	Yes	Yes
Unemployment	Yes	Yes	Yes/No	Yes
Reservist Duty	Yes	Prorated	No	Yes
Jury Duty	Yes	Prorated	No	No
Bereavement Pay	Yes	Prorated	No	No

*Individuals working less than forty (40) hours and receiving benefits on the effective date of this policy shall retain said benefits until the status of the affected employee changes."

SECTION 2. That this Ordinance shall remain in full force and effect from and after its passage and any and all necessary approval by the Mayor.

Clitus R Edmonds
Council Member

APPROVED AS TO FORM
AND LEGALITY

J. Timothy McCauley
J. TIMOTHY MCCAULEY, CITY ATTORNEY

Read the first time in full and on motion by Edmonds, seconded by _____, and duly adopted, read the second time by title and referred to the Committee on Regulations (and the City Plan Commission for recommendation) and Public Hearing to be held after due legal notice, at the Common Council Conference Room 128, City County Building, Fort Wayne, Indiana, on _____, the _____ day of _____, 19____, at _____ o'clock _____ M., E.S.T.

DATED: 6-12-95.

Sandra E. Kennedy
SANDRA E. KENNEDY, CITY CLERK

Read the third time in full and on motion by Edmonds, seconded by _____, and duly adopted, placed on its passage. PASSED LOST by the following vote:

	AYES	NAYS	ABSTAINED	ABSENT
TOTAL VOTES	<u>9</u>			
BRADBURY	<u>✓</u>			
EDMONDS	<u>✓</u>			
GIAQUINTA	<u>✓</u>			
HENRY	<u>✓</u>			
LONG	<u>✓</u>			
LUNSEY	<u>✓</u>			
RAVINE	<u>✓</u>			
SCHMIDT	<u>✓</u>			
TALARICO	<u>✓</u>			

DATED: 6-27-95.

Sandra E. Kennedy
SANDRA E. KENNEDY, CITY CLERK
Ned G. Esteroff, Deputy Clerk

Passed and adopted by the Common Council of the City of Fort Wayne,

Indiana, as (ANNEXATION) (APPROPRIATION) (GENERAL)
(SPECIAL) (ZONING) ORDINANCE RESOLUTION NO. 6-18-95
on the 27th day of June, 1995

ATTEST:

(SEAL)

Sandra E. Kennedy
SANDRA E. KENNEDY, CITY CLERK
Ned G. Esteroff, Deputy Clerk

Don J. Schmider
PRESIDING OFFICER

Presented by me to the Mayor of the City of Fort Wayne, Indiana, on the 28th day of June, 1995, at the hour of 11:00 o'clock A. M., E.S.T.

Approved and signed by me this 28 day of June

1995, at the hour of 3:00 o'clock P. M., E.S.T.

Sandra E. Kennedy
SANDRA E. KENNEDY, CITY CLERK
Ned G. Esteroff, Deputy Clerk
Paul Helmke
PAUL HELMKE, MAYOR

BILL NO. G-95-06-06

REPORT OF THE COMMITTEE ON
REGULATIONS
CLETUS R. EDMONDS - REBECCA J. RAVINE - CO-CHAIR
ALL COUNCIL MEMBERS

WE, YOUR COMMITTEE ON REGULATIONS TO WHOM WAS
REFERRED AN (ORDINANCE) (~~RESOLUTION~~) AMENDING POLICY 8.1.A.12
OF THE CITY'S POLICY AND PROCEDURE MANUAL

HAVE HAD SAID (ORDINANCE) (~~RESOLUTION~~) UNDER CONSIDERATION
AND BEG LEAVE TO REPORT BACK TO THE COMMON COUNCIL THAT SAID
(ORDINANCE) (~~RESOLUTION~~)

DO PASS

DO NOT PASS

ABSTAIN

NO REC

John Talapiao

Rebecca Cairns

Mark R. Edwards

John P. Edwards

John P. Edwards

John P. Edwards

John P. Edwards

John P. Edwards

John P. Edwards

Cletus R. Edmonds

DATED: G-27-95

Sandra E. Kennedy
City Clerk



Office of the Mayor

MEMORANDUM

Paul Helmke, Mayor

TO: Members of the City Council

FROM: Greg Purcell, Chief of Staff

DATE: June 13, 1995

95-06-06

SUBJECT: Health Insurance for Part-Time Employees

At the beginning of the year, we had two controversial ordinances before Council dealing with issues associated with part-time employees. The attached ordinance does not bring those controversial issues back to Council, but does make a change with regard to health insurance.

The specific change is to eliminate health insurance for part-time employees. New or changed language is in darker print, and is underlined. The current policy in effect authorizes complete health insurance benefit options for part-time employees (note: elected officials and other employees in an unclassified status would not be effected). Health insurance, while a significant benefit to the employees, is a major cost to the city (\$3,500 per year for each employee). We believe we can avoid this cost and still attract high quality part-time employees. Often, part-time employees have coverage through other family members, or can be moved to full-time status in the future. The ordinance will not impact any current part-time employee since they already have the option of receiving health insurance, and would be grandfathered if currently enrolled.

The ordinance also adds a new paragraph "E" which defines how benefits will be pro-rated. We currently utilize this method of pro-rating benefits, and this language clarifies the method of pro-rating. Pro-rated benefits are only applicable to permanent part-time employees, and do not apply to full-time, temporary, or unclassified employees.

We believe the ordinance provides prudent fiscal management, and will still allow the City of Fort Wayne to attract quality employees. Should you have concerns regarding this issue, either Kathy Friend or I would be happy to answer your questions.

GP/gb

MESSAGE DISPLAY FOR GLYNNIS BRUCE

To Paul Helmke
CC Sandi Gray
CC Glynnis Bruce
CC Greg Purcell
CC Ava Lillmars

From: Kathy Friend
Postmark: Jun 27,95 8:15 PM

Delivered: Jun 27,95 8:15 PM

Subject: Part-time Ordinance

Message:

Council approved the ordinance to eliminate insurance benefits for future part-timers and those not on our insurance now. The ordinance goes in effect on the date the Mayor signs. We want to afford those currently not on one last opportunity. After this they won't be able to get it. Ava will be working on this. There are 5 parttimers not on plus 10 CSO's (not in IAM) that are not on and will be offered on last time. From what we can tell they have not been offered this benefit before....
Please do not sign the ordinance until 7/7 so we have the time to do this. THANKS!
(Ava-this is your cue to go with this)

✓ PH signed
7/7 - 3PM

DIGEST SHEET

TITLE OF ORDINANCE GENERAL

DEPARTMENT REQUESTING ORDINANCE HUMAN RESOURCES

SYNOPSIS OF ORDINANCE TO PLACE GREATER DISTINCTION
BETWEEN FULL AND PART-TIME EMPLOYEES AS MORE INDIVIDUALS
HAVE BEGUN TO WORK SCHEDULES OF LESS THAN FORTY (40)
HOURS PER WEEK.

EFFECT OF PASSAGE FULL-TIME EMPLOYEES MAY NO LONGER BE
CONSIDERED AS SUCH IF THEY WORK LESS THAN (40) HOURS PER
WEEK. NEW PART-TIME EMPLOYEES MAY NO LONGER BE ELIGIBLE
FOR HEALTH INSURANCE BENEFITS.

EFFECT OF NON-PASSAGE FULL-TIME EMPLOYEES MAY STAY THE
SAME IF WORKING LESS THAN FORTY (40) HOURS PER WEEK. NEW
PART-TIME EMPLOYEES MAY CONTINUE TO BE ELIGIBLE FOR
HEALTH INSURANCE BENEFITS.

MONEY INVOLVED (DIRECT COSTS, EXPENDITURES, SAVINGS) _____

ASSIGNED TO COMMITTEE (PRESIDENT) _____